

PURCHASE REQUEST

Department: MIS Division: _____ Section: _____	Fund Cluster: _____ PR No.: _____ Date: Nov. 09, 2019 Responsibility Center Code: _____
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Stock / Property Number	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot 1	Creative Clouds for Teams - All Apps, All Multiple Platforms	20	70,000.00	P 1,400,000.00
		(1 year License Subscription)			-
					-
					-
					-
					-
		<i>****Distribution list</i>			-
		<i>MarCom (12)</i>			-
		<i>MISD (4)</i>			-
		<i>MICE (2)</i>			-
		<i>Admin (1)</i>			-
		<i>CPBD (1)</i>			-
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					-
					-
					-
TOTAL				Php	1,400,000.00

Purpose: _____

For TPB use _____

Requested by: _____

Signature: _____

Printed Name: **JANET W. CANOY**

Designation: **Acting Head - MISD**

11. 8. 19

Approved by: _____

Signature: _____

Printed Name: **MARIE VENUS Q. TAN**

Designation: **Chief Operating Officer**

